**AGENDA**
**Commissioners' Meeting**
**September 23, 2025**
**5:00 P.M.**

- Call to Order/Pledge of Allegiance
- Oath of Office – Matthew Fleming
- Approval of the Agenda
- Commissioner Absence
- Communications
- Approve minutes from **September 9, 2025,** Commissioner meeting.
- Accounts Payable & Payroll Approvals

| **Accounts Payable (Checks)** | |
|---|---|
| Check #'s 2281 – 2360 | $1,066,378.63 |
| **ACCOUNTS PAYABLE TOTALS** | **$1,066,378.63** |

- Local 3390 Reports
- Chiefs Reports
- Standing Committee Reports
- Chairman's Report
- 2022 Bond Update
- **OLD BUSINESS**
- **NEW BUSINESS**
  - Special Meeting to award the bid for Station 51 (bid closes September 30)
  - Reschedule Board Meeting on November 11, 2025 (Veteran's Day)
- Open Public Comment (state your name for the record, you will have 3 minutes)
- **GOOD OF THE ORDER**
- **SPECIAL INTERESTS/UPCOMING EVENTS**
- **EXECUTIVE SESSION**
  - Pursuant to RCW 42.30.140(4)(b) to discuss collective bargaining.

Adjourn Meeting. Next regular meeting: **Tuesday, October 14, 2025, at 5:00 PM**

# COMMISSIONERS' MEETING MINUTES

September 9, 2025

Chairman Entze called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

Present: Commissioners Entze, Sutich, Urvina, and Nelson; Fire Chief D. Doan; Deputy Chiefs P. Oldenburg, N. Langlow, and S. Booth; IS Manager T. Wagenmann, Technology & Communications Specialist M. Herzog, Finance Director K. Hackmeister, Executive Assistant L. Medved, and HR Manager J. Grunder (virtually).

## APPROVAL OF THE AGENDA

Commissioners Urvina and Nelson moved and seconded approval of the agenda. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

## COMMISSIONER ABSENCE

## COMMUNICATIONS

## MINUTES AND VOUCHERS

Commissioners Sutich and Urvina moved and seconded approval of August 26, 2025, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Urvina moved and seconded a motion to approve accounts payable checks #2216 – 2268, and payroll checks #2215, 2269 – 2280, for a total consideration of $1,711,252.16. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

## LOCAL 3390 REPORTS

## CHIEFS REPORTS

DC Langlow reported:

- Three deployments remain active, with two in Washington and one in Oregon.
- Seven new lateral hires started on Monday and will work a two-week 4/10 schedule before transitioning to shift.
- Attended the Permission to Start Dreaming breakfast with D/C Booth on Friday. Sunday marked the 15th anniversary of the Race for a Soldier.

DC Booth reported:

- 9/11 Ceremony will be held at Headquarters on Thursday at 9AM.

FC Doan reported:

- Donor family has confirmed their intent and included the donation in their will. They plan to move forward once the donor reaches age 73, per their advisor's guidance. DC Langlow recommended starting spec writing in a year, with ordering and construction to follow over two years. We'll reconnect again with the family to align timelines.
- Meeting with Pierce County Fire Chiefs next week to define call processing times.
- Attended panel interviews last week to select the next Gig Harbor Police Chief. The Mayor

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will make her decision in the coming weeks.
- Received a rerating from WSRB for Station 57 – Crescent Valley area and expect it to drop from a 9 to a 5.
- Hosting a new hire social for the lateral hires next week.
- Presenting to Kiwanis tomorrow morning and Rotary next month.

**STANDING COMMITTEE REPORTS**

**FINANCIAL REPORT**
- Reviewed the July financial report.

**CHAIRMAN'S REPORT**

**2022 CAPITAL BOND PROJECTS UPDATE**

FC Doan reported:
- **Station 51**: Staff and apparatus are being relocated this week. Permits approved last week and bids will open later this month, closing on September 30th.

**OLD BUSINESS**

**NEW BUSINESS**
- Mutual Aid Report, DC Langlow (Activity between August 1, 2024 – August 28, 2025)
    - GHFMO responded to twice as many mutual aids as we received and arrived on scene slightly moor aid given (36%) vs received (32%)
    - Reasons for reduced mutual aid given and received is primarily due to smaller response packages, balancing the alarm, and pending certain call types.

**PUBLIC COMMENT**

**GOOD OF THE ORDER**

**SPECIAL INTERESTS/UPCOMING EVENTS**
- September 11th Memorial, 9AM at Headquarters
- September 17th Interviews to appoint Fire Commissioner

**EXECUTIVE SESSION**
At 5:36PM, Chairman Entze announced a 60-minute Executive Session, pursuant to RCW 42.30.140(4)(b) to discuss collective bargaining.

Chairman Entze reconvened the meeting at 6:36PM. No action taken.

**ADJOURNMENT**
There being no further business to discuss, Chairman Entze adjourned the meeting at 6:36 p.m.

The next regular meeting will be Tuesday, September 23, at 5:00 p.m.

_____
Chairman/Commissioner

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_____
Commissioner

_____
Commissioner

_____
Commissioner

_____
Commissioner

_____
Attest: District Secretary

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**Checks/Bank Drafts**
**Issued 9/11/25 - 9/19/25/25**

| **ACCOUNTS PAYABLE:** | | | | | | **Dollar Amount** | | **TOTAL** |
|---|---|---|---|---|---|---|---|---|
| Bank Drafts: | | | | | $ | - | $ | - |
| | **TOTAL BANK DRAFTS:** | | | | **$** | **-** | **$** | **-** |
| Check Numbers: | 2281 | through | 2320 | General | $ | 155,432.84 | $ | 155,432.84 |
| | 2321 | through | 2322 | Capital | $ | 781,404.58 | $ | 781,404.58 |
| | 2323 | through | 2359 | General | $ | 124,598.71 | $ | 124,598.71 |
| | 2360 | through | 2360 | Capital | $ | 4,942.50 | $ | 4,942.50 |
| | **TOTAL CHECKS:** | | | | **$** | **1,066,378.63** | **$** | **1,066,378.63** |
| **ACCOUNTS PAYABLE TOTAL:** | | | | | | | **$** | **1,066,378.63** |
| ACH Payroll Transfer : | | | | | | | $ | - |
| | | | | | | **GRAND TOTAL:** | **$** | **1,066,378.63** |

**** ALL CHECKS WERE PRINTED BY PCFD5 ****

Pierce County Fire Protection District No.5

# Check Report

By Check Number

Date Range: 09/11/2025 - 09/19/2025

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| **Bank Code: Pooled Cash-Pooled Cash** | | | | | | |
| 436 | ACTION BUSINESS FURNITURE INC | 09/12/2025 | Regular | 0.00 | 5,449.55 | 2281 |
| VEN00148 | Active Construction Inc | 09/12/2025 | Regular | 0.00 | 10,346.87 | 2282 |
| 2468 | BALLEWS HITCH TRUCK & RV | 09/12/2025 | Regular | 0.00 | 336.42 | 2283 |
| VEN00098 | Benjamin Constance PLLC | 09/12/2025 | Regular | 0.00 | 6,250.00 | 2284 |
| VEN00055 | Brighthorizon Lawn Care | 09/12/2025 | Regular | 0.00 | 6,161.70 | 2285 |
| 836 | CARDINAL HEALTH 112 LLC | 09/12/2025 | Regular | 0.00 | 140.31 | 2286 |
| 3120 | CENTRAL WELDING SUPPLY | 09/12/2025 | Regular | 0.00 | 1,132.46 | 2287 |
| 3005 | CINTAS CORP | 09/12/2025 | Regular | 0.00 | 256.67 | 2288 |
| 3005 | CINTAS CORP | 09/12/2025 | Regular | 0.00 | 1,168.95 | 2289 |
| 8 | CURTIS LN & SONS | 09/12/2025 | Regular | 0.00 | 3,969.01 | 2290 |
| 261 | DOBBS PETERBILT - TACOMA 1 | 09/12/2025 | Regular | 0.00 | 824.51 | 2291 |
| 233 | EMS CONNECT | 09/12/2025 | Regular | 0.00 | 786.50 | 2292 |
| 44 | FIDELITY SOLUTIONS | 09/12/2025 | Regular | 0.00 | 220.52 | 2293 |
| 52 | GIG HARBOR CITY OF | 09/12/2025 | Regular | 0.00 | 2,224.16 | 2294 |
| 517 | GRAINGER | 09/12/2025 | Regular | 0.00 | 2,940.72 | 2295 |
| 2283 | HUGHES FIRE EQUIPMENT INC | 09/12/2025 | Regular | 0.00 | 2,086.05 | 2296 |
| 561 | HUMANA INSURANCE CO | 09/12/2025 | Regular | 0.00 | 110.10 | 2297 |
| 2661 | INDUSTRIAL SCIENTIFIC CORP | 09/12/2025 | Regular | 0.00 | 1,904.48 | 2298 |
| 248 | INTERSTATE BATTERIES OF OLYMPIA | 09/12/2025 | Regular | 0.00 | 2,286.30 | 2299 |
| 2870 | KENT D BRUCE CO LLC | 09/12/2025 | Regular | 0.00 | 1,069.35 | 2300 |
| 212 | LAWSON PRODUCTS | 09/12/2025 | Regular | 0.00 | 115.32 | 2301 |
| 528 | LIFE ASSIST INC | 09/12/2025 | Regular | 0.00 | 113.76 | 2302 |
| 534 | PCRCD LLC | 09/12/2025 | Regular | 0.00 | 76.66 | 2303 |
| 520 | PERFORMANCE SYSTEMS INTEGRATION LLC | 09/12/2025 | Regular | 0.00 | 18,854.31 | 2304 |
| | **Void** | 09/12/2025 | Regular | 0.00 | 0.00 | 2305 |
| 420 | POMPS TIRE SERVICE INC | 09/12/2025 | Regular | 0.00 | 1,894.53 | 2306 |
| VEN00140 | Rapco Industries Inc | 09/12/2025 | Regular | 0.00 | 1,874.83 | 2307 |
| 158 | ROMAINE ELECTRIC - 2 | 09/12/2025 | Regular | 0.00 | 371.08 | 2308 |
| 3208 | RWC INTERNATIONAL LTD | 09/12/2025 | Regular | 0.00 | 3,304.22 | 2309 |
| 612 | S&S METAL FABRICATION | 09/12/2025 | Regular | 0.00 | 3,722.63 | 2310 |
| 99 | SEAWESTERN INC | 09/12/2025 | Regular | 0.00 | 37,343.61 | 2311 |
| 80 | SPRAGUE PEST SOLUTIONS | 09/12/2025 | Regular | 0.00 | 108.01 | 2312 |
| 600 | SYSTEMS DESIGN WEST LLC | 09/12/2025 | Regular | 0.00 | 7,841.40 | 2313 |
| 1957 | TITUS WILL FORD | 09/12/2025 | Regular | 0.00 | 6,502.72 | 2314 |
| 171 | ULINE | 09/12/2025 | Regular | 0.00 | 11,694.99 | 2315 |
| 1355 | UNITED RENTALS NW INC | 09/12/2025 | Regular | 0.00 | 342.85 | 2316 |
| 1474 | WASHINGTON WATER SERVICE - 1 | 09/12/2025 | Regular | 0.00 | 486.81 | 2317 |
| 2950 | WEST PIERCE FIRE & RESCUE | 09/12/2025 | Regular | 0.00 | 10,781.04 | 2318 |
| 1820 | WESTBAY AUTO PARTS | 09/12/2025 | Regular | 0.00 | 54.44 | 2319 |
| 91 | WFCA - WA FIRE COMM ASSN | 09/12/2025 | Regular | 0.00 | 285.00 | 2320 |
| 44 | FIDELITY SOLUTIONS | 09/12/2025 | Regular | 0.00 | 7,134.60 | 2321 |
| VEN00040 | Pease Construction | 09/12/2025 | Regular | 0.00 | 774,269.98 | 2322 |
| 3200 | ACTIVE911 INC | 09/19/2025 | Regular | 0.00 | 3,070.04 | 2323 |
| 425 | BLUECOSMO | 09/19/2025 | Regular | 0.00 | 382.52 | 2324 |
| 108 | C.W. NIELSEN MFG. CORP. | 09/19/2025 | Regular | 0.00 | 10,974.31 | 2325 |
| 1239 | CENTURYLINK | 09/19/2025 | Regular | 0.00 | 978.38 | 2326 |
| 3005 | CINTAS CORP | 09/19/2025 | Regular | 0.00 | 1,215.97 | 2327 |
| 2478 | COMCAST | 09/19/2025 | Regular | 0.00 | 1,077.46 | 2328 |
| 2478 | COMCAST | 09/19/2025 | Regular | 0.00 | 3,323.36 | 2329 |
| 104 | COMMERCIAL BRAKE & CLUTCH | 09/19/2025 | Regular | 0.00 | 470.36 | 2330 |
| 8 | CURTIS LN & SONS | 09/19/2025 | Regular | 0.00 | 656.13 | 2331 |
| 474 | DM RECYCLING | 09/19/2025 | Regular | 0.00 | 347.56 | 2332 |
| 261 | DOBBS PETERBILT - TACOMA 1 | 09/19/2025 | Regular | 0.00 | 488.86 | 2333 |
| 3131 | DON SMALL & SONS OIL | 09/19/2025 | Regular | 0.00 | 1,143.80 | 2334 |

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| 186 | DRUG FREE BUSINESS | 09/19/2025 | Regular | 0.00 | 5.00 | 2335 |
| 49 | ESO SOLUTIONS INC | 09/19/2025 | Regular | 0.00 | 33,184.23 | 2336 |
| 3159 | FLAGS A FLYING | 09/19/2025 | Regular | 0.00 | 103.39 | 2337 |
| 542 | GALLS LLC | 09/19/2025 | Regular | 0.00 | 13,316.49 | 2338 |
| | **Void** | 09/19/2025 | Regular | 0.00 | 0.00 | 2339 |
| 2283 | HUGHES FIRE EQUIPMENT INC | 09/19/2025 | Regular | 0.00 | 963.10 | 2340 |
| 576 | INSIGHT PUBLIC SECTOR | 09/19/2025 | Regular | 0.00 | 333.52 | 2341 |
| 248 | INTERSTATE BATTERIES OF OLYMPIA | 09/19/2025 | Regular | 0.00 | 1,229.29 | 2342 |
| 353 | JOHN A CAMPBELL MD PC | 09/19/2025 | Regular | 0.00 | 4,984.00 | 2343 |
| 53 | LABORATORY CORP OF AMERICA | 09/19/2025 | Regular | 0.00 | 23.60 | 2344 |
| 587 | LEVEL 3 COMMUNICATIONS LLC | 09/19/2025 | Regular | 0.00 | 2,162.09 | 2345 |
| 528 | LIFE ASSIST INC | 09/19/2025 | Regular | 0.00 | 1,811.24 | 2346 |
| 529 | MACDONALD MILLER FACILITY SOLUTIONS LLC | 09/19/2025 | Regular | 0.00 | 6,760.10 | 2347 |
| VEN00107 | Momentum Telecom Inc | 09/19/2025 | Regular | 0.00 | 817.92 | 2348 |
| 1359 | MURREYS DISPOSAL CO INC | 09/19/2025 | Regular | 0.00 | 1,988.29 | 2349 |
| 19 | PENINSULA LIGHT CO - ELECTRIC | 09/19/2025 | Regular | 0.00 | 3,082.50 | 2350 |
| 520 | PERFORMANCE SYSTEMS INTEGRATION LLC | 09/19/2025 | Regular | 0.00 | 1,081.55 | 2351 |
| 99 | SEAWESTERN INC | 09/19/2025 | Regular | 0.00 | 14,659.28 | 2352 |
| 80 | SPRAGUE PEST SOLUTIONS | 09/19/2025 | Regular | 0.00 | 1,253.58 | 2353 |
| 302 | STERICYCLE INC | 09/19/2025 | Regular | 0.00 | 149.52 | 2354 |
| 1957 | TITUS WILL FORD | 09/19/2025 | Regular | 0.00 | 113.69 | 2355 |
| 43 | TRA-MINW PS | 09/19/2025 | Regular | 0.00 | 165.00 | 2356 |
| 564 | TYLER TECHNOLOGIES INC | 09/19/2025 | Regular | 0.00 | 290.00 | 2357 |
| 2973 | VERIZON WIRELESS - DALLAS | 09/19/2025 | Regular | 0.00 | 2,871.22 | 2358 |
| 3004 | WILCOX & FLEGEL | 09/19/2025 | Regular | 0.00 | 9,121.36 | 2359 |
| 602 | MATERIALS TESTING & CONSULTING INC | 09/19/2025 | Regular | 0.00 | 4,942.50 | 2360 |

**Bank Code Pooled Cash Summary**

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 207 | 78 | 0.00 | 1,066,378.63 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 2 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **207** | **80** | **0.00** | **1,066,378.63** |

# All Bank Codes Check Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 207 | 78 | 0.00 | 1,066,378.63 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 2 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **207** | **80** | **0.00** | **1,066,378.63** |

# Fund Summary

| Fund | Name | Period | Amount |
|---|---|---|---|
| 999 | Pooled Cash | 9/2025 | 1,066,378.63 |
| | | | **1,066,378.63** |

# Authorization Signatures

**Pierce County Fire District 5**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the district, and that I am authorized to authenticate and certify to said claim.

Chair

Commissioner

Commissioner

Commissioner

Commissioner

District Secretary